G. R. S. IX-5]

Ea. 188-17

1

Previous references.

E. Ag. 24.

File No. 188

1917.

Serial Nos. 1

(E. Ag.)

Later references.

Pri 68-30 541-7

P 73E

P ?

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1

Part B for November 1917

SUBJECT.

Lock-up manual.

To.

The I. G. of Prisons
The I. G. of Police
The Region chief court
The District magistrals

G.O. no. 466-77. E. Ag 188 dated 12th September 1917

Issues a revised Lock-up manual.

W D 88—GPB—50,000—24-7-16

Inclosure 24.11.17

2

G. R. S. 11] 1917.

GENERAL AND REVENUE SECRETARIAT.

(E. A9.)

NOTES.

File No. 188.

FILE HEADING.

Preparation of a Lock-up manual.

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

P.T.O.

NOTES—First Sheet.

GPB—20 000—8-8-14

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

The Mysore Lock-up rules.

The Proof received from the Press yesterday is submitted. The proof has not been compared as yet.

pp 51-69 have to come in jail Manual - not here - yet

22/5/17

To the Revenue Secy on special Dep.

D. No. 392 & 22-5-17

The proofs may be revised by the Asst Secy with reference to the G. of Pressing note. I shall then go over the proofs

22/5/17

Put up with refs

22/5

The Suggestions made by the

Put up.
Flag N.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 81—GPB—60,000—20-7-16

E. Ag. 188

4

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

D. G of Prisons have mostly been embodied in the draft manual.

A draft letter to D. G forwarding the proof for remarks is put up for approval.

Ass't Secy) 18/6

Please issue, keeping a fair copy for the file

18/6

To

The Inspector General of Prisons

Letter no 18.8. E. Ag/Sub. one. d 19.6.17

Forwarding the draft Lock-up manual for favour of remarks

May a copy of the lock-up manl draft be sent to the Rev Secy or Spl Duty

or may the reply from the D. G. of Prisons be awaited

Ass Secy) 20/6

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 84—GPB—60,000—20-7-16

No former

5

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

A copy of the revised proof of the Lock-up Manual is submitted. The further opinion of the I.G. has also been called for & will be shown, when received

To Rev Secy on Spe Duty
[illegible]
21/6

[illegible]
22/6

D. No 425
22-6-17.

Has this been revised by the Govt Sec?

Of Rules 17 & 18 are Sheets not (as they appear to be). Should not the succeeding rules be renumbered?

[illegible]
25/6/17

[illegible] No VIII

[illegible]
27/6

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 84—GPB—60,000—20-7-16

A.G. 188.

6

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

From
The Inspector General
of Prisons
Letter no 990/147-of dated
29-6-1917.

Returning the proof of Lock-up manual with remarks and suggestions.

Subs
Lu
30/10

There are several notes quoted in the memo. of the I.G. All these may be put up and flagged. To be subs if possible on Monday next
30/10

The references are put up and flagged. The suggestions of the I.G. are embodied in the draft as directed.

Subd.
4/7
Lu

Proof sent to Pass on 5.7.17 calling for further proofs.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 81—GPB—60,000—23-7-16

G. R. S. III-2]

General and Revenue Secretariat. | E. & G. File No. 188 of 1917.

Serial No.

Submitted with a draft G.O. issuing the Lock-up manual

2/8

The manual has been scrutinized by the Under Secretary in its proof stage. The Draft G.O is put up, as per his instructions, for favour of approval.

25/8

Secy)

Please await the Rad's return

Order

AS

1/9

The Lock-up Rules have been omitted in the Edition of the Jail Manual recently passed by Govt, and have been printed as a separate compilation — on the analogy of the Subsidiary Jail Manuals of British India. There is very little change in substance in these rules, and the compilation has been examined also by the I.G. of Prisons. A draft G.O approving of the manual is put up for orders.

Second Member

152

5-9-17

NOTE—Contn. sheet

579/17

8

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Lock-up manual

The rules are to be issued under section 541 of the Prisons Act. Being a "two-member-subject" orders are solicited if the case may be sub to first member before issue of orders

x List II 28.

also

271
8.9.17

Second member) [illegible]
8/9/17

[illegible]

[illegible]

[illegible]
11/9

To
The I.G. of Prisons
The I.G. of Police
Registrar chief court
All Delhi magistrals
G.O. no 4 65-77-2 Ag dated 12-9-17
Issues a revised lock-up manual.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

W.D. 81—GPB—60,000—20-7-16

9

G.R.S. 31]

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

GENERAL AND REVENUE SECRETARIAT

No. 188-2 AR. Encl-one.

Bangalore, Dated 19th June 1917

From

D. M. NARASINGA RAO, Esq., B.A., B.L.,

Secretary to the Government of His Highness the Maharaja of Mysore,

General Department.

To

Rao Bahadur T.V.Arumugum Mudaliar, Esq., M.B.C.M.,

Inspector General of Prisons in Mysore,

Bangalore.

SIR,

Referring to your D.O.letter NO.83 dated the 17th April 1917 addressed to Mr.V.R.Thyagaraja Aiyar, proposing certain modifications to the existing Lock-up rules, I am directed to forward herewith for favour of remarks another draft of the rules which it is proposed to issue in the form of a Lock-up Manual for the guidance of Lock-up officers, in lieu of the rules contained in the Jail Manual of 1894. The draft rules now sent, you will observe, differs somewhat from the earlier draft and embodies the suggestions contained in your letter to Mr.Thyagaraja Aiyar.

I have the honor to be,

Sir,

Your most obedient servant,

For Secretary to Government,

General Department.

19/6

G.R.S.M—500—5-6-17

10

WD 05—GPB—500—11-4-16

Pris. 2]

OFFICE OF THE INSPECTOR-GENERAL OF PRISONS IN MYSORE,

No. 990/47-07 Ev 1 file *Dated Bangalore,* 29 4 June *1917.*

FROM

Rao Bahadur Rajakaryapravina

T. V. Arumugam Mudaliar, Esquire, M.B., C.M.,

Inspector-General of Prisons in Mysore,

Bangalore.

To

D. M. Narasinga Rao, Esquire, B.A., B.L.,

Secy. to the Govt. of H. H. the Maharaja of Mysore,

General *Department.*

SIR,

I have the honor to return herewith the proof of the draft Lock-up Manual, sent with your letter No.188- E.A.G. dated 19th June 1917. I enclose herein a memo showing my remarks and suggestions on the rules in question.

I have the honor to be,

Sir,

Your most obedient servant,

Arumugam

Inspector-General of Prisons.

11

FROM

THE INSPECTOR-GENERAL OF
PRISONS IN MYSORE,
BANGALORE.

TO

THE SECRETARY TO THE
GOVERNMENT OF MYSORE,
General DEPARTMENT.

Dated 29th June 1917

Despatched

Received

General No. 990 30 JUN 1917

No. 47-07

Enclosure No. one file

SUBJECT

Returns the proof of the draft Lockup Manual with a memo showing I. G's remarks and suggestions on the rules in question.

Remarks and suggestions made by the Inspector-General of Prisons on the draft Lock-up Manual received from Government with the General Secretary's letter No.188- E.A.G. dated 19-6-1917.

CHAPTER I.

1. Rule 44 of the Lock-up Rules of 1892 may be recast and brought after Rule 1 of the draft Manual under consideration as follows:-

" Admission of prisoners into Lock-ups shall be in accordance with the following principles:-

I. In cases tried by all Magistrates and Sessions Judges:-

(A) all prisoners sentenced to imprisonment for a term of one month or under shall be confined in the Lock-ups of the Taluk or the sub Taluk in which the sentence is passed;

(B) and all prisoners sentenced to more than one month's imprisonment shall be sent to the following Jails :-

In the Bangalore, Kolar, Tumkur, Hassan, Shimoga, Kadur, and Chitaldrug Districts.	To the Central Jail, Bangalore.
In the Mysore District,	To the Mysore Jail

(a) Provided however that in cases tried by Railway Magistrates, all persons sentenced to more than one month's imprisonment shall be sent :-

(1) to the Mysore Jail in those cases in which sentence is passed in the Mysore District, and

(2)

13

(2). to the Bangalore Central Jail in other cases.

(b) Provided also that under the orders of the Inspector-General of Prisons, any European ans Eurasian prisoners may, notwithstanding any direction contained in this rule, be sent to the Bangalore Central Jail, when the term of imprisonment awarded or the accommodation available renders the incarceration of such prisoners in a Lock-up unavoidable and inconvenient."

2. The following may be brought as note under rule 4 :-

" Note: -- This rule does not apply to the prisoners convicted by the Sessions Court. "

Vide. Progs.of the Inspr-Genl.of Prisons in Mysore, No. 25 dated 31st May 1894.

CHAPTER II.

3. Rule 8 :- This rule may be modified and re-written as under :-

" 8. The annual Budget prepared by the Inspr-Genl of Prisons for expenditure of Jails shall include provision for Lock-ups and he is empowered to sanction any sums within his allotment, subject to the general or special orders regulating his power of sanctioning expenditure."

CHAPTER III.

4. A new rule may be added on as follows after rule 16 of this manual :-

" 17 (1). He is authorised to sanction expenditure, subject to the Budget provision for repairs to Lock-ups under

his

his control to an amount not exceeding Rs.10/- up to a maximum of Rs.30/- per annum, and no repairs to any Lock-up buildings, shall be undertaken without his orders. Estimates above that sum shall require the sanction of the Inspr-Genl of Prisons.

(2) He may, within the limit of the allotment for extra-ordinary charges - for the Lock-ups of his District, sanction the purchase of any article or number of articles of the same description, for the use of any Lock-up under his control at a cost not exceeding Rs. 10/-, provided that the articles are not such as are usually supplied by the - Stationery Depôt.

CHAPTER V.

5. The following may be brought as clause 2 to rule 24 of the draft manual:-

" (2) During the absence of the Sub Registrar in charge of a Lock-up on leave or on other duty, the Taluk Sheristdar of the place shall, as a rule, be in charge of the Lock-up."

CHAPTER X.

6. Rule 86 :- Clause (c) under this rule which prescribes punishment diet in the case of Indian convicts on rice diet, can only be retained, provided the new scale of diet shown under rule 96 in the case of such convicts is sanctioned, for Lock-ups also.

CHAPTER XII.

15

CHAPTER XII.

7. The scale of diet of Indian convicts sentenced to hard labour shown under rule 96 is not sanctioned for -- Lock-ups. This scale is in force only in the Jails of the State. If it is the intention of Government to extend this scale to Lock-ups also, it may be retained in this draft with the following modification Viz. 4 Ozs. of meat should be given to labouring prisoners of non-vegetarian class once a week as has been ordered in G.O.No.J.3750-51/Pris,24-15-6 dated 21st March 1916.

8. Rule 97 on page 17 requires modification, since no instructions for the cleaning of grains &c. are appearing in appendix.

CHAPTER XIII.

9. Rule 117:- The first sentence of this rule may be deleted, as provision similar to what has been stated therein, has appeared in rule 94 of the draft manual.

CHAPTER XV.

10. Rule 140;- The portion marked in black pencil under this rule may be deleted, as the practice of releasing - prisoners the day previous to every - Sunday, when their dates of release falls on Sundays has been stopped in this State. The existing practice is that any convict whose date of release falls on Sunday is being let out on that day alone and not the day previous.

Why is this jail manual?

Sub?
The jail manual is subject as the Rules. Hence the correction is made as suggested.

CHAPTER XVI.

16

CHAPTER XVI.

11. Rule 147 :- The heads under which the Lock-up expenditure is classified are very limited at present. Since certain additional heads are wanting for the correct classification of expenditure in Lock-ups, this rule supplies the omission and provides for both sub and detailed heads under which all expenditure can conveniently be classified. This ensures uniformity of practice both in Jails as well as Lock-ups. The new sub and detailed heads now proposed may therefore be caused to be opened in the State Budget in future.

12. Rule 150 :- This rule requires that detailed contingent bills of the Lock-ups should be sent to the Comptroller through the Inspr-Genl of Prisons. The existing practice is that such bills are being sent to the Comptroller through the District Magistrate alone, which appears to have been working satisfactorily. In case the bills in question are necessarily to be sent to the Inspr-Genl., as has been contemplated in the rule, the Comptroller's opinion in the matter may kindly be called for before making a provision of the kind in the Manual.

Existing practice adopted.

CHAPTER XVIII.

13. Rule 155 :- According to this rule, the Lock-up statistical returns are required to be sent to the Inspr-Genl of Prisons once a quarter.

But

But the existing practice is that the returns of the kind are being submitted to the Inspr-Genl monthly. The continuance of the existing practice alone appears desirable for various reasons. Hence this rule may kindly be modified on the above lines.

14. Rule 156 :- This rule may be recast and written as under :-

" The District Magistrates shall obtain from the Officers in charge of the Lock-ups and send to the Inspr-Genl of Prisons, duly consolidated, the following periodical returns and reports within the dates noted against them:-

QUARTERLY RETURNS.

(1) Statement of officials retired from service; and

(2) Statement of officials dismissed from service — Soon after the close of each quarter in the forms prescribed by Government.

HALF YEARLY RETURNS.

(1) The return of convicts surrendered for trial outside the State — within the 10th of the month following the half-year in the form prescribed by Government.

(2) Demand, Collection, and balance statement in respect of supplies made on credit — within the 10th of the month following the half-year in the form prescribed by Government; and

(3) Return of criminal lunatics confined in the Lock-ups under sections 466 and 471 of the Code of Criminal Procedure

18

Soon after the close of the half year in the form prescribed by Government.

ANNUAL RETURNS.

(1) Annual Report for the calendar year on the administration of Lock-ups together with the statistical returns pertaining thereto Viz. Statements Nos. I to XVIII, A.B.C.D. and General Summary—By the 31st January, every year, in the forms prescribed by Government.

(2) Annual Returns of the fixed Establishments in the forms prescribed (Vide article 55, chapter 5, Volume I, Civil Account Code), together with an abstract of the gross numbers shown in the Budget Estimate of each establishment and the nominal rolls in the book of establishments—By the 31st of July every year.

(3) Indents for Stationery and Forms—By the 15th of January and 15th of February respectively, each year, in the forms prescribed by Government.

(4) Returns of European prisoners and non-officials employed—By the 5th of January, annually, in the form prescribed by Government. and

(5) Gradation list of officials in superior service—By the 1st of September each year in the form prescribed by Government."

APPENDIX.

19

APPENDIX.

15. The forms given in appendix may be introduced into Lock-ups.

16. The following may be added on to the manual as appendix II :-

"(1) The rules issued with Govt. order No.569-79/J.F. dated 7th September 1903 as amended by G.O.No.J.942-951/pris 73-05-2 dated 20th October 1906.

(2) List showing the classification of previous occupation of convicts to facilitate the correct preparation of statement No.II of the Annual Statistical Returns. This list is found in page XXXIII of the Madras Subsidiary Jail Manual of 1906. and

(3) The Rules issued under the Prisoners' Testimony Regulation of 1894, which have been reproduced under chapter XXX of the new Jail Manual. These rules are proposed to be brought as appendix to this Manual, because the chapter on " Transfers " (Vide page 19) is not very clear regarding the procedure to be followed, when prisoners confined in Lock-ups are required to be produced before Courts under the Regulation."

17. Apart from what are included in the Manual, the following Government Orders, may be brought either under appropriate chapters or under appendices:-

(1) G.O.No.J.577-8/Pris.7-11-2 dated 16-8-1911 authorizing the application of

× Flag S.

⊗ Flag T This has been included as Appendix IV.

+ Flag L see Appendix III.

Flags R, S, and V, This may be as Chap XIV of the manual.

Flag V

20

x. Flag h

Flag W

of clothing rules to the Lock-up establishments. These rules appear under chapter on " Uniforms " in the new Jail Manual. and

(2) Government Notification No.1453/J. 148 dated 28th July 1896, re- the admission of prisoners on certain holidays.

Inspector-General of Prisons.
28/6/17

G.R.S. 28]

File No.

Serial No.

*Diary No. of letter replied to*_____

GENERAL AND REVENUE SECRETARIAT.

( )

Proceedings of the Government of His Highness the Maharaja of Mysore

, *the* 191 .

Date of issue_____

Signed by_____

READ—

Government Order No.24-E.A.G. dated 15th June 1917 issuing a revised Jail Manual for Mysore.

ORDER THEREON.—No.

The Lock-up Rules contained in the Jail Manual of 1894 have been omitted in the recent edition of that Manual issued with G.O.No.24-E.A.G. dated 15th June 1917 as it was proposed

over.

SUBJECT.

GPB—50,000—1-12-12

proposed to publish them as a separate compilation. The rules have now been revised in consultation with the -- Inspector General of Prisons and are issued in the form of a Lock-up Manual which is hereto appended.

Secretary to Government
General Department.

SECOND 23

PROOF FOR APPROVAL.

13.6.7

CHAPTER I.

CLASSES OF PRISONERS TO BE CONFINED IN LOCK-UPS.

1. Lockups shall be the place of confinement for the following classes of prisoners:— Madras rule 1 Mysore rule 1044 as amended by G. O. No. J. 1197-1207, dated 12th February 1903

(a) all persons committed to custody pending trial or preliminary investigation before the magistracy;

(b) all Indian criminal prisoners sentenced to imprisonment for one month and under;

(c) all prisoners summoned under the Prisoners' Testimony Regulation of 1894; and

(d) all persons in custody *en-route* through one station to another station.

2. Imprisonment means imprisonment for a substantive sentence and not in default of payment of fine. Mysore rule 44

3. In stations where there is a Central or District Jail and no Lock-up, prisoners of the foregoing classes (a), (b) and (c) shall be confined in the Central or District Jail and prisoners of class (d) in the Police Lock-up.

4. Prisoners sentenced to more than one month's imprisonment, if they wish to appeal and to be kept in the lock-up till the disposal of such appeal, may be detained in the lock-up till the period of appeal expires or the appeal is disposed of. In such cases, the sentencing magistrate or the lock-up officer to whom such desire may be expressed shall make a note of it on the prisoners' warrants. If the unexpired portion of sentence after the disposal of appeal, be not less than one month, the prisoners may be sent to District or Central Jail. G. O. No. 13606-14—G. F. 44-92, dated 12th February 1894.

CHAPTER II.

THE INSPECTOR-GENERAL OF PRISONS.

5. The Inspector-General of Prisons is appointed under Section 6 of the Prisons Act of 1870, and exercises under that section general control over all locku-ps within the Mysore State, subject to the orders of Government. Madras rule 3 existing.

6. All officers in charge of lock-ups shall obey all orders issued by him. Madras rule 4 existing

7. He shall be the medium of communication between the magistracy and the Government in all matters connected with lock-ups. Madras rule 5 existing.

8. He shall include in his annual budget the necessary provision for the expenditure of lock-ups, and his sanction shall be requisite for all unusual or special charges and for all charges of petty construction and repair on account of lock-ups. Madras rule 6 existing.

9. He may direct the removal of prisoners from one lock-up to another lock-up or from a lock-up to a District or Central Jail. Madrrs rule 7 existing.

10. He shall inspect ~~annually as many~~ lockups ~~as possible~~ once a year recording the result of his inspection in the Inspection Register Form No. Madras rule 8 existing.

11. He shall review in his annual Administration Report the general condition and management of lock-ups. Madras rule 9 existing.

CHAPTER III.

THE DISTRICT ~~AND SUBDIVISIONAL~~ MAGISTRATE.

12. Subject to the general control vested by Section 6 of the Prisons Act in the Inspector-General of Prisons, the District Magistrate shall exercise supervision and authority over all lock-ups, within his district, and officers in charge of lock-ups shall obey all orders issued by the District Magistrate. Madras rule 10 existing.

13. The District Magistrate shall communicate with Government on all matters connected with lock-ups through the Inspector-General. Madras rule 11 existing.

14. The District Magistrate may direct the removal of prisoners from one lock-up to another lock-up within his district, and can, in case of necessity, direct the removal of prisoners from any lock-up within his district to the nearest District or Central Jail, provided that before doing so he shall ascertain that accommodation is available and that he shall immediately advise the Inspector-General of the transfer so ordered. Madras rule 12.

15. The District Magistrate shall inspect ~~as many of~~ the lock-ups in his district ~~as often in the year as possible~~ once in six months, recording the result of his inspection in the Inspection Register. Madras rule 13 existing.

16. He shall also submit a report of each such inspection to the Inspector-General. Mysore rule 56

17. Sub-divisional Magistrates shall, subject to the General Control of the District Magistrate, exercise supervision and authority over all lock-ups within their Sub-Divisions, and the officers in charge of lock-ups shall obey all orders issued by the Sub-Divisional Magistrate. Madras rule 14.

18. Every lock-up shall be inspected at least once in six months either by the District Magistrate or by the Magistrate of the Sub-division in which the lock-up is situated. These inspections should be made at irregular intervals and without any previous notice. Madras rule 15. Mysore rule 56.

CHAPTER IV.

VISITORS.

19. The Senior Surgeon, the Sanitary Commissioner and the Inspector-General of Police shall be *ex-officio* Visitors of all lock-ups within the state and shall be at liberty to enter and inspect any lock-up, hospital shed, cook shed, latrine and other building or place connected with any lock-up and used or intended for lock-up purposes and to see all prisoners in confinement and all registers maintained in the lock-up. These visitors shall record the results of their inspection in the Inspection Register, but they shall not give orders or instructions to the officer in executive charge of the lock-up. Madras rule 16.

and sub-divisional magistrates

20. All Sessions Judges ~~and~~ District Medical and Sanitary Officers shall likewise be *ex-officio* visitors of all lock-ups within their respective jurisdictions or charges, and shall possess the same powers as the officers in the last preceding rule. Madras rule 17.

21. Immediately after any inspecting officer or visitor has made any entries in the Inspection Register, the officer in charge of the lock-up shall submit a copy of such entries to the District Megistrate, together with any explanation or remarks he may desire to offer. A copy of these remarks or explanation and of the District Magistrate's order thereon, shall also be entered in the Inspection Register beneath the entries to which they relate. Madras rule 18.

CHAPTER V.

THE OFFICER IN CHARGE OF THE LOCK-UP.

22. (1) The executive charge of lock-ups shall, under the rules, be vested in a Medical Officer, Amildar, Deputy Amildar or a special Sub-Registrar. Madras rule 45.

(2) Wherever there is a Surgeon or an Assistant Surgeon, he shall be in charge of the lock-up. G. O. No. J. 3183-92—38-09-2, dated 25th April 1910.

(3) In other places, the Amildar, Deputy Amildar, special Sub-Registrar or the Taluk Sheristadar will be in charge of lock-up.

the

(4) In the Kolar Gold Fields the Special Magistrate or the Munsiff shall be in charge of the special lock-up.

23. Officers in charge of lock-ups shall pass the prisons examination. G. O. No. J. 2798—Pris. 63-4, dated 31st March 1905.

24. In the absence of the District lock-up officer (who is usually the District Medical Officer) from the headquarters, the medical officer next in rank and above the rank of a Sub-Assistant Surgeon, shall be in charge of the District lock-up, and when no such medical assistant is available, the District Treasury Officer shall be in charge. Mysore rule 47 modified G. Os. No. J. 3022-31—Pris. 52-09-10, dated 2nd May 1911 and -8-17—Pris. -52, dated 1902.

25. The Officer in charge of the lock-up shall be responsible for the due observance of all rules and orders and of all provisions of legislative enactments and the execution of all warrants and sentences on prisoners committed to his charge. He shall record his orders in the Order Book which shall be kept in Form No. 2. Madras rule 21 Existing.

26. (1) The Lock-up Officer shall visit the prisoners in the lock-up daily, shall frequently inspect the articles of rations and shall satisfy himself that they are correct and shall see that the prisoners receive the prescribed bedding and that all sanitary arrangements are correctly carried out. Madras 22. Mysore 37.

(2) He shall freqnently, at uncertain times, search every prisoner, his clothing and bedding, with, a view to ascertain whether he has any prohibited articles. He shall also visit the lock-up occasionally at night.. Mysore Rule 41.

27. The Lock-up Officer shall hear and enquire into any complaint which any prisoner may make. Madras. Rule 23 existing.

28. The Lock-up Officer shall provide suitable labour for convicts. Madras 24. Mysore 30.

29. He shall, if required, attend all Inspecting Officers at their visits. Madras 25.

CHAPTER VI.

THE MADICAL OFFICER AND MEDICAL ADMINISTRATION.

30. For the purposes of the Prisons Act, the senior Medical Officer of the station in which the lock-up is situated shall be the Medical Officer of the lock-up. Where there is no Medical Officer, the duties of the Medical Officer under the Act, shall be performed by the Officer in charge of the lock-up. In the absence of the senior Medical Officer, the duties of the Medical Officer under the Act shall be performed by the next senior Medical Officer in the station, or if there is no other Medical Officer in the Station, by the Officer in charge of the lock-up. Madras. Rule 26 existing.

31. At stations where there is a Medical Officer, he shall visit the lock-up at least once a week, and daily when any prisoner is sick; he shall frequently inspect the food, both the raw articles of rations, and the cooked meals; he shall see that the water supply is from a protected source, that the latrines are kept thoroughly clean, and that all sanitary arrangements are properly carried out. Madras 27. Mysore 19 and 29.

32. When the Medical Officer is not also the Lock-up Officer, the Lock-up Officer shall give intimation to the Medical Officer, whenever a new prisoner is admitted, and the Medical Officer shall visit the lock-up as soon as possible after receipt of such intimation. G. O. No. 2818 J. F. 39-92, dated 29th, 30th June 06.

33. The Medical Officer shall keep a Diary in Form No. 13, in which he shall enter each visit to the lock-up and the result thereof, recording any want of cleanliness, drainage, warmth or ventilation, any bad quality of provisions, any insufficiency of clothing or bedding or any other cause which may affect the health of the prisoners. This Diary shall be kept at the lock-up. Madras. 28 Mysore. 29. in part.

34. The Medical Officer shall be responsible for the treatment of the sick and shall record clearly and fully in his Diary every recommendation as to the diet, medicines or other treatment of the sick, which he thinks necessary. The Officer in executive charge of the lock-up shall see that such instructions are correctly carried out. Madras 29 Existing.

35. In all but trivial cases, the Medical Officer shall also record daily in the Diary notes regarding the condition of each patient, so that the Diary may serve the purposes of a rough case-book. Madras Rule 30. Existing.

36. Any prisonser who is found to be suffering from infectious disease or who is seriously ill, shall be at once removed to the nearest hospital if there is one in the station, due arrangements being made by the officer in charge of the lock-up, in communication with the local police, for his being guarded there. Madras Rule 31: Senior. Surgeon's Cir: No. 60-68, dated 1-7-10. and G. O. No. J. 1718-27 Pris. 15-12-12, dated 11-12-13.

37. If there is no hospital in the station, the officer in charge of the lock-up shall arrange for the segregation in a vacant ward, or temporary hut, of any prisoner suffering from infectious disease. Madras Rule 32.

38. Upon the death of any prisoner, the Medical Officer shall record the particulars required by Section 16 of the Prisons Act, and shall send a copy of such record without delay to the officer in charge of the lock-up, who shall at once forward it to the District Magistrate. Madras Rule 33.

39. In the event of sickness occurring among prisoners in a lock-up at a station where no Medical Officer is available, the officer in charge of the lock-up shall administer such simple medicines as have been made up and deposited with him to meet this contingency. If epidemic sickness of a grave character occur in the lock-up, the officer in charge of the lock-up shall notify the same without delay to the nearest Medical Officer and shall request his attendance. Madras 34.

40. If cholera or any other dangerous disease appear in a lock-up, the officer in charge shall at once report the fact to the District Magistrate and to the officers in charge of the neighbouring lock-ups, in order that *en route* prisoners may not be sent to the infected lock-up. Madras Rule 35.

41. Any suicide, serious accident or violent death occurring in a lock-up shall be immediately reported to the District Magistrate by the officer in charge of the lock-up. Madras rule 36.

42. It shall be considered a standing order that, on the occurrence of an unnatural or sudden death in a lock-up, the body is, if possible, to be left in the same position in which it is found, until the arrival of the Medical Officer. Mysore 22.

43. In every case of suicide or violent death a post mortem examination shall be made by the Medical Officer and a full record of the results of such examination shall be made. The officer in charge of the lock-up will forward a copy of this record to the District Magistrate with his report. Madras rule 37.

44. (1) In every case of death occurring in a lock-up, an inquest shall be held on the body of the deceased by the nearest Magistrate to whom the officer in charge of the lock-up shall give immediate information of the death. Madras. Rule 38. Mysore. G. O. No. 3420-60—Etc. 133-07-2, dated 15-5-08.

(2) Proceedings of such inquests or copies thereof shall be furnished by the Magistrate to the officer in charge of the Lock-up, the latter in turn forwarding them to the Inspector-General of Prisons, through the District Magistrate.

45. The body of any prisoner dying in a lock-up shall be made over to the friends of the deceased, if claimed by them, unless the prisoner died of any infectious disease. If unclaimed, or if the prisoner has died of any infectious disease, the officer in charge of the lock-up shall arrange for the burial of the body in the nearest available burial ground. Madras Rule 39.

46. All convicted prisoners in lock-ups shall be vaccinated whenever practicable without reference to their wishes. Madras Rule 40. G .O. No. J. 1964 J. F. 87 of 1903, dated 9-6-03.

CHAPTER VII.

THE SUBORDINATE ESTABLISHMENT.

47. (1) There shall be a separate Warder establishment for each District lock-up and for the Special lock-up at Kolar Gold Fields. Existing.

the

(2) The appointment of warders shall be made by the District Magistrates, subject, in the case of Head Warders ~~or Daffedards~~, to the approval of the Inspector-General.

(3) There shall be a Chief Warder in addition to the Head Warder in the Special lock-up, Kolar Gold Fields, who shall be appointed by the Inspector-General.

48. The Head Warder in the case of the District lock-up and the Chief Warder in the case of the Special lock-up shall, subject to the control of the officers in charge, be responsible for the proper management of the lock-ups. They shall see that the prisoners receive the prescribed rations at the proper hours, that the convicted prisoners are duly kept at labour on working days, that all prisoners are furnished with the prescribed clothing and bedding, that the wards and premises are kept clean and that all sanitary rules are observed, that prisoners of the several classes are duly separated and kept apart, that discipline is maintained and that all other rules relating to lock-ups are observed. Madras Rule 42. Modified according to existing practice.

49. They shall maintain the prescribed registers, shall have charge of the prisoners' warrants and shall conduct necessary correspondence. Madras Rule 43. Mysore 35 as amended by G. O. No. J. 3183-92—Pris. 38-09-2, dated 25th Apl. 1910.

50. The other warders, shall at all times, yield strict obedience to ~~them~~ in all matters connected with discipline and the general management of lock-ups. Existing. The head or chief warders

51. The guarding of Taluk lock-ups and the prisoners therein shall be carried out by the police, and the police guard shall be responsible for the safe custody of the prisoners both while the prisoners are in the wards and when they are removed for labour, to the cook -house latrine, etc. Madras 48. Mysore 27 and 51.

52. The clerical work of the Taluk lock-up shall be performed by one of the clerks of the Surgeon Amildar or Special Sub-Registrar who is in charge of the lock-up. G. O. No. J. 3183-92—Pris. 38-09-2, dated 25th Apl. 1910.

53. The Police shall not interfere in the matter of lock-up economy. Their duties shall be limited to guarding prisoners and to giving assistance in case of refractory behaviour on the part of the prisoners. Madras Rule 49 existing.

54. The Police or other officer acting as gate-keeper or guarding any lock-up may examine anything carried in or out of the lock-up and may stop and search any person suspected of bringing in spirits or other prohibited articles into the lock-up. Mysore Rule 38.

CHAPTER VIII.

ADMISSION, CLASSIFICATION AND ACCOMMODATION OF PRISONERS.

55. No prisoner shall be received in a lock-up without a warrant or written order from a magistrate nor should any prisoner be allowed to attend court, or in any way leave the lock-up without such order; when a prisoner is taken to court under an escort of police and detained over the night, he shall not be admitted to the lock-up without a written order from the magistrate. Mysore Rule 2. ould

56. On the admission of a prisoner, he shall be searched, and a list of all his property shall be entered in a book kept for the purpose, and such entry shall be signed by the owner of the property. The properties of each prisoner shall be put in a separate bag, duly labelled with the number, number of the case, number of the warrant and the name of the prisoner and kept in a box which should be securely lodged in the Taluk Treasury guard-room. On the release of the prisoner, the property will be returned to him, and a receipt obtained from him, duly attested by the lock-up officer in whose presence the property is delivered. Mysore Rules 15 and 40 in part.

57. Every prisoner sentenced to rigorous imprisonment shall work on admission, unless he be prevented by sickness from doing so. Mysore Rule 10 (b).

58. A ticket showing the number, name, crime, term and date of release shall be supplied to every prisoner to be constantly worn or kept by him. Mysore Rule 14.

59. Prisoners under-trial before a Magistrate and committed to Sessions shall be separated from convicted prisoners. Mysore 6.

60. When one of a gang of under-trial prisoners has been sent for custody by the committing magistrate as an approver, he shall invariably be kept separate and apart in the lock-up from the rest of the gang. Mysore 7.

61. Prisoners sentenced to simple imprisonment shall be kept apart from those sentenced to rigorous imprisonment. Mysore Rule 5 Madras 51.

62. All female convicted prisoners shall be kept totally apart from the male convicted prisoners in such a manner as to prevent their seeing or conversing or holding any intercourse with men. Mysore Rule 4.

Those under-trial.

63. Female convicted prisoners shall be separated from ~~the~~ Mysore 8.

NOTE :—A child (or children) of a female prisoner may be admitted into a lock-up with the mother, if it cannot be placed with relations or otherwise conveniently provided for, provided that its age does not exceed two years and that it is still at the breast. Madras Rule 53. G. O. No.

64. Juveniles before and after conviction, shall be kept separate from the adult prisoners. Mysore Rule 9 Madras 52.

65. The personal appearance of an under-trial prisoner shall be preserved, as far as possible so that he may continue to be easily identified; with this object in view, all shaving and clipping of hair shall be carried out so as to maintain the hair at the same length as it was when the individual was admitted. But, when the Medical Officer deems it necessary on sanitary grounds, the hair of any prisoner may be cut, but not closer than is necessary to effect the desire object. Mysore Rule 3 and G. O. No. J. 3130-40—57-6, dated 6th May 05.

66. Over the door of each ward in every lock-up shall be placed an inscription stating the number of the ward, the class of prisoners, *viz.*, convicted or under-trial, male or female, for which it is intended, its superficial area and cubical capacity and the number of prisoners it is authorized to contain. Madras Rule 54. Mysore 46 modified.

67. In calculating the number of prisoners to be confined in any ward, every prisoner shall be allowed not less than 36 superficial and 500 cubic feet of space. Madras 55.

68. The officer in charge of the lock-up shall be responsible that overcrowding does not occur and that a greater number of prisoners than that permitted under the last preceding rule is not placed in a ward. Madras Rule 56.

69. If the lock-up is full, the officer in charge shall at once report the matter to the District Magistrate with a view to a transfer being ordered and shall in the meantime make the best arrangements practicable for the safe custody of prisoners. Madras Rule 57.

CHAPTER IX.

DAILY ROUTINE AND DISCIPLINE.

70. The lock-up wards shall be unlocked at day-break throughout the year. The bedding of the prisoners shall be at once brought outside, well shaken, folded and if the weather be fine, left for some hours in the sun. Madras 58 existing.

71. The night vessels shall be removed and the wards thoroughly cleaned. Madras Rule 59 Existing.

72. The prisoners shall visit the latrine, and shall be allowed to wash. They shall then cook their midday meal, and, if convenient, shall be let out for carrying out whatever labour is allotted to them. Convicts shall not be kept in their wards during the day, except on account of inclemency of weather, sickness, infirmity or other unavoidable cause. Madras Rule 60 existing.

73. The midday meal shall be eaten at 11 A.M. and the afternoon meal at 5 P.M. After each meal, the prisoners shall be allowed to visit the latrine and after the afternoon meal, they shall also wash and shall be locked up at sunset. Madras Rule 61.

74. Under-trial prisoners shall be subject to no further restraint than is necessary for their safe custody. They must, however, conform themselves to the rules of the lock-up and for insubordination, will be liable to punishment. They are required to be clean in clothing and person. They shall have all reasonable facilities for conversing with their friends. They shall also have reasonable facilities for communicating with their legal advisers, and so far as is consistent with the interests of justice, such prisoners shall be allowed to see their duly qualified legal advisers without the presence of any other person; the time and place to be regulated by the officer in charge of the lock-up so as to interfere as little as possible with the discipline and general routine of the lock-up. Mysore rule 36 as modified by G. O. No. J. 2370-9—Pris. 20-4, dated 18th Feb. 05.

75. When any prisoner wishes to execute a power of attorney for the purpose of prefering an appeal, the officer in charge of the lock-up shall get it signed by the prisoner without delay and shall himself attest the document by entering the words "signed before me" at the bottom thereof and attaching thereto his own signature. Mysore Rule 25 as modified by G. O. J. 4050—Prs. 56-08-2, dated 24th June 09.

76. Petitions of appeal from prisoners shall be written, if the prisoners so desire, by a lock-up official free of all charges and forwarded on to the appellate court by the lock-up officer when the appeal is presented by friends of the prisoner, the petition of appeal is not to be written by a lock-up official, except under the orders of the officer in charge of the lock-up. Such order is only to be given under very special circumstances. The officer in charge of the Lock-up shall refuse to countersign and to forward appeal memoranda of from prisoners which are worded improperly and indecorously. Mysore Rule 24.

77. Permission shall be granted to prisoners to see their friends occasionally to enable them to execute a power of attorney for the purpose of prefering an appeal. Such visit shall be between 8 A.M. and 4 P.M. Mysore Rule 23.

78. (1) If an escape occurs from a lock-up, the officer in charge of the Lock-up shall at once forward notice of the escape with a descriptive roll of the escaped prisoner to the nearest police station and to the police station nearest to the escaped prisoner's home, and shall take all necessary measures for the recapture of the escaped prisoner. Madras Rule 64 Mysore G. O. No. 1588-91—J. 1585, dated 27th May 01.

(2) A report of the escape shall also be sent immediately to the District Magistrate who will make a similar report to the Inspector-General of Prisons.

(3) The Inspector-General shall submit to Government a quarterly statement of all escapes and re-captures within the Lock-ups of the State.

79. No one shall be allowed to bring, throw, or attempt by any means whatever to introduce into the lock-up any spirituous or fermented liquor, or tobacco, or intoxicating or poisonous drugs or other forbidden articles. Mysore Rule

80. No one shall be allowed to sell, or let or derive any benefit from selling or letting anarticle to any prisoner. Mysore Rule

81. Convicted prisoners, when sent to court for trial, shall not be placed in the dock with irons on their legs. Mysore Rule 12.

82. Whenever there is a female prisoner in a lock-up, a female guard may be entertained temporarily on Rs. 7 per mensem with the sanction of the Inspector-General and if such a procedure is not feasible, the door of the cell wherein the prisoner is confined for the night shall be locked and sealed and the key retained by the head of the guarding establishment. G. O. Nos. J. 1380-91—Pris. 30-08-2, dated 9th Nov. 10 and J. 726-39—Pris. 4-13-2, dated 28th Aug. 13.

CHAPTER X.

OFFENCES AND PUNISHMENTS.

83. The acts which constitute prison-offences are specified in section 47 of the Prisons Act of 1870. Madras Rule 68.

84. The following acts are forbidden, and every prisoner who wilfully commits any of the following acts shall be deemed to have wilfully disobeyed the regulations of the Lock-up and to have committed a prison offence. Madras Rule 69.

(1) Talking during working hours, or talking loudly, laughing or singing at any time after having been ordered to desist;
(2) Quarrelling with any other prisoner;
(3) Secreting any article whatever;
(4) Showing disrespect to any lock-up officer or visitor;
(5) Making groundless complaints;
(6) Answering untruthfully any question put by an officer of the lock-up or a visitor;
(7) Holding any communication (in writing, by word of mouth, or otherwise) with an outsider, with a prisoner of the opposite sex, civil or under-trial prisoner, or a prisoner of a different class, in disobedience of the regulations of the lock-up;
(8) Abetting the commission of any prison-offence;
(9) Omitting to assist in the maintenance of discipline by reporting any prison-offence, or to give assistance to an officer of the lock-up when called on to do so;
(10) Doing any act or using any language calculated to wound or offend the feelings and prejudices of a fellow-prisoner;
(11) Doing any act calculated to create any unnecessary alarm in the minds of the prisoners or officers of the lock-up;
(12) Leaving without permission the part of the lock-up in which he is confined;
(13) Loitering about the lock-up or lingering in the wards when these are open;
(14) Visiting the latrine or bathing platform except at stated hours or without permission, resorting unnecessarily to the night vessels or omitting or refusing to employ dry-earth in the manner directed by the lock-up regulations;
(15) Refusing to eat the food prescribed by the diet scale;
(16) Eating or appropriating any food not assigned to him, or taking from or adding to, the portions assigned to other prisoners;
(17) Removing without permission food from the cook room or godowns or from the place where meals are served, or disobeying any order as to the issue and distribution of food and drink;

(18) Wilfully distroying food, or throwing it away without orders;

(19) Introducing into food or drink any thing likely to render it ~~un~~palatable or unwholesome;

(20) Omitting or refusing to wear the clothing (if any), given to him, or exchanging any portion of it for the clothing of other prisoners, or losing, discarding, damaging, or altering any part of it;

(21) Omitting or refusing to keep the person clean;

(22) Omitting or refusing to keep clean his clothing, bedding, cups or platters, or disobeying any order as to the arrangement or disposition of such articles;

(23) Tampering in any way with the locks, lamps or lights or other property with which he has no concern;

(24) Stealing any part of the clothing or bedding of any other prisoner;

(25) Committing a nuisance in any part of the lock-up;

(26) Spitting on or otherwise soiling any floor, door, wall or other part of the lock-up building or any article in the prison;

(27) Wilfully befouling the well, latrine, washing or bathing place;

(28) Damaging the trees or vegetables in the garden of the lock-up;

(29) Omitting or refusing to take due care of all prison property entrusted to him;

(30) Omitting or refusing to take due care of or injuring, destroying or misappropriating, the materials and implements entrusted to him for work;

(31) Omitting to report at once any loss, breakage or injury which he may accidentally have caused to lock-up property or implements;

(32) Manufacturing any article without the knowledge or permission of the officer in charge;

(33) Performing any portion of the task allotted to another prisoner, or obtaining the assistance of another prisoner in the performance of his own task;

(34) Appropriating any portion of the task performed by another prisoner;

(35) Mixing or adding any foreign substance to the materials issued for work;

(36) Wilfully causing to himself any illness, injury or disability;

(37) Causing or omitting to assist in suppressing, violence or insubordination of any kind;

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(38) Taking part in any attack upon any prisoner or officer of the lock-up;

(39) Omitting or refusing to help any officer of the lock-up in case of an attempted escape or of an attack upon such officer or upon another prisoner;

(40) Disobeying any lawful order of an officer of the lock-up or omitting or refusing to perform duties in the manner prescribed;

85. The Officer in charge of the Lock-up may impose, for any of the prison-offences, after due enquiry, any of the following punishments:— Madras 70. Mysore 18.

(*a*) change of labour to some form less agreeable to the convict;

(*b*) penal or reduced diet for a day or two in consultation with the Medical Officer;

(*c*) solitary confinement for a day or two.

86. Penal diet shall consist of the following restricted diet:— Madras Rule 77.

(*a*) Europeans and Anglo Indians — 1½lb of bread per diem with water.

(*b*) Indians:—16oz. of sifted ragi flour with ½oz. of salt per diem with water.

On mixed diet

87. The following shall be deemed to be prohibited articles:—poisons, alcohol in any form, tobacco, or the implements for smoking, snuff, opium, ganja or other hemp drug, betel, areca-nut, food, clothing, money, jewellery, knives or other weapons, tools for working wood or metals or leather, explosives, matches, books or writing materials, letters, postage stamps, playing cards or any other article received, possessed or transferred otherwise than by due authority. Madras Rule 71.

88. The officer in charge of the lock-up shall in accordance with Section 48 of the Prisons Act of 1870, maintain a Punishment Book in Form No. 3. Madras Rule 78.

(c) Indians on rice diet:— 16 oz of rice with ½ oz of salt per diem with water.

CHAPTER XI.

LABOUR.

89. It shall be the duty of the officer in charge of the lock-up to give effect to all sentences of rigorous imprisonment by employing within the precincts of the lock-up compound, convicts so sentenced on such simple kinds of hard labour as may be available and best suited to the circumstances of each lock-up. Under-trial prisoners and prisoners sentenced to simple imprisonment shall not be required to work, but shall be required to keep their ward, cell and bedding clean, provided that no duty of a degrading nature shall be exacted of them. M. 79. Existing.

90. (1) Under ordinary circumstances, pounding grain, grinding ragi into flour, breaking stones, chopping wood, picking coir, watering trees and repairing roads in the compound will afford suitable labour for male convicts. Female convicts may be employed in drawing water, spinning, husking grain, etc. A fixed task shall be allotted and enforced in all measurable work. M. 80. My. 31.

(2) No prisoner should be employed by the lock-up officials on private work on any account.

91. Prisoners who are received in lock-ups pending transfer to the District or Central Jail shall be made to work like other prisoners during their stay in the lock-ups. My. 32.

92. (1) The employment of prisoners outside the lock-up compound is prohibited without the previous sanction of Government. My. 33. M. 82.

(2) When they are so employed, charges at the rate of two annas per head per diem will be debited to the officer or Department employing the convict labour. G. O. No.

93. Prisoners sentenced to simple imprisonment, if willing to work, should receive the full ration allowed to a labouring convict. My. 34. Modified.

94. All menial duties of the lock-up shall be performed by convicted prisoners, when such can, with propriety, be employed without prejudice to caste. My. 53.

95. No labour shall be enforced on Sundays, ~~Good Friday or~~ Christmas Day, the last day of the Moharreem, Newyear's day, H. M. the King Emperor's Birthday, H. H. the maharaja's Birthday, the Lunar New year's day and Ganesa feast day. M. 83.

CHAPTER XII.

DIET/WATER-SUPPLY AND CLOTHING.

96. The following are the sanctioned diet scales; and no reduction shall be made in them except in the case of prisoners on punishment diets, when the diets will be in accordance with the scale given in rule 86.

I Scale of Diet.

EUROPEAN CONVICTS.

Diet scale of European and Eurasian Prisoners in jails.

Articles	Ordinary (B) scale for labouring convicts							Other scales
	Sun.	Mon.	Tue.	Wed.	Thurs.	Fri.	Sat.	
	oz.	oz.	oz.	oz.	oz.	oz.	oz.	
Bread ...	12	12	12	12	12	12	12	Full (A) scale for long term convicts at hard labour—as B scale except— 16 oz. bread. 10 oz. meat. 12 oz. vegetables. 1½ oz. ghee.
Meat ..	8	8	8	8	8	8	8	
Rice ...	8	8	8	8	8	8	8	For non-labour, under-trial and under 7 days' sentence—as B scale except-- 8 oz. bread. 6 oz. meat. 8 oz. vegetables. 6 oz. rice.
Vegetables ...	10	10	10	10	10	10	10	
Salt ...	¾	¾	¾	¾	¾	¾	¾	
Onions ...	½	½	½	½	½	½	½	Females: for all long term convicted prisoners:—
Curry powder	⅜	0	⅜	0	⅜	0	⅜	
Pepper ...	0	⅜	0	⅜	0	⅜	0	
Dal flour ...	1	1	1	1	1	1	1	
Ghee ...	1	1	1	1	1	1	1	
Tamarind ...	⅛	0	⅛	0	⅛	0	⅛	
Lime pickle ...	⅛	⅛	⅛	⅛	⅛	⅛	⅛	
Sugar ...	1	1	1	1	1	1	1	
Coffee ...	1	1	1	1	1	1	1	
Milk ...	½ pint daily.							
Firewood ...	2 lbs. daily.							

	On curry days.	On stew days
Bread	oz. 12	oz. 12
Meat	,, 6	,, 6
Vegetables	,, 8	,, 8
Rice	,, 8	,, 8
Dal	,, 1	,, 1
Ghee	,, 1	,, 1

The other ingredients, the same as for males.

Medium or B scale for short term, under-trial or non-labour females :—

	On curry days.	On stew days.
Bread	oz. 8	oz. 8
Meat	,, 4	,, 4
Vegetables	,, 8	,, 8
Rice	,, 6	,, 6
Dal	,, 1	,, 1
Ghee	,, 1	,, 1

The other ingredients, the same as above.

Food to be cooked as stew on Monday, Wednesday, Friday.
Do do as curry on Sunday, Tuesday Thursday and Saturday.
Four drams of salt to be issued powdered and eaten with the food.
Half of the vegetables to be potatoes.
Coffee to be made with one pint of water.
Late admissions to receive one pint of sojee gruel (4 oz. of sojee and 2 oz. of sugar) or pepper water and rice ½ lb.
The full or (A) scale not to be given except for health reason.

INDIAN CONVICTS.

Ingredients	Labouring prisoners	Non-labouring prisoners							Other scales
	Daily	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
	oz.	oz.	oz.	oz.	oz.	oz.	oz.	oz.	
Rice ...	4	...	...	...	...	...	20	...	*Late admissions receive 8 ozs. of bread or hoppers. Convict warder guards get full rice; other ingredients same as labouring prisoners.
Ragi ...	...	20	20	20	20	20	...	20	
Dal or Buller	4	2	2	2	2	2	2	2	
Meat ...	...	...	...	...	...	...	4	...	
Gingelly oil	$\frac{3}{16}$	$\frac{1}{8}$	$\frac{1}{8}$	$\frac{1}{8}$	$\frac{1}{8}$	$\frac{1}{8}$	$\frac{1}{8}$	$\frac{1}{8}$	
Tamarind ...	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	
Salt ...	$\frac{3}{4}$	$\frac{5}{8}$	$\frac{5}{8}$	$\frac{5}{8}$	$\frac{5}{8}$	$\frac{5}{8}$	$\frac{5}{8}$	$\frac{5}{8}$	
Curry powder	$\frac{1}{2}$	$\frac{5}{16}$	$\frac{5}{16}$	$\frac{5}{16}$	$\frac{5}{16}$	$\frac{5}{16}$	$\frac{5}{16}$	$\frac{5}{16}$	
Onions ...	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	$\frac{1}{2}$	
Garlic ...	...	$\frac{1}{32}$	$\frac{1}{32}$	$\frac{1}{32}$	$\frac{1}{32}$	$\frac{1}{32}$	$\frac{1}{32}$	$\frac{1}{32}$	
Vegetables	6	6	6	6	6	6	6	6	
Firewood ...	14	1 lb. 2 oz. to 1½ lbs. daily.							

Note 1. ~~N.B.~~—1lb=40 Rs. in weight, 1 oz.=2½ Rs. in weight, 1 dram=2¾ annas in weight (instock).

97. Juveniles who have attained puperty shall be given the diet prescribed for convicts undergoing rigorous imprisonment, and those who have not attained puberty shall be given the diet prescribed for convicts sentenced to simple imprisonment.

Note 2. In prisoners confined in lock-ups in the Malnad, rice instead of raggi may be allowed in those parts where good raggi is not procurable in the markets and where, from climatic and other reasons there may be a difficulty in grinding raggi into proper flour.

Note 3. 4 oz of meat should be given to labouring prisoners of non-vegetarian classes as well.

97. Ragi should be cleaned and cooked. ~~in accordance with the instructions given in Appendix.~~ M. 85.

98. The allowance of grain shall always be issued in the form of flour and not as cleaned or uncleaned grain. The dal shall be well cleaned and freed from husk before being cooked. The allowance of vegetables shall be free from skin and stalk. M. 86.

99. The curry-powder shall be made according to the following recipe, namely.— M. 87. Existing,

Chillies	...	...	1 lbs.
Coriander	...	...	12 ozs.
Turmeric	...	...	2 ozs.
Cumin seed	...	...	1 oz.
Black pepper	...	...	6 ozs.
Poppy seed	...	...	3 ozs.
Vendiam seed	...	...	1 oz.
Mustard seed	...	...	1 oz.
Karbevu leaves	...	...	1 oz.

100. The maximum allowance of firewood per diem shall be allowed.— M. 88.

When the total population of the lock-up is ten and upwards—1½ lbs. per head.

When the total population of the lock-up is less than ten—2 lbs. per head.

101. The officer in charge of the lock-up shall be responsible for the quantity and quality of the food supplied, and that sufficient time at fixed hours is allowed for meals. M. 89.

102. The day's rations shall be obtained on an indent made in Form No. 12 upon an approved contractor or merchant and shall be served out to the prisoners not later than 7 A.M., half of which being for the midday meal and the remaining half for the evening meal. M. 90. Modified. *Vide* G. O. No. J. 914-24—Pris. 29-08-11, dated 19th Sept. 08.

104. Every lock-up shall be provided with scales and weights to enable the officer in charge of the lock-up to check the rations. M. 92.

105. The source from which the drinking-water of the prisoners is obtained shall be selected by the officer in charge of the lock-up, who shall be responsible that it is the best available, and that all measures possible for its protection from pollution are taken. Do 94.

***106.** The mouths of all drinking-water wells shall be protected from surface pollution by a parapet. Do 95.

***107.** Wells should be cleaned out once a year. Do 96.

108. Filtration of drinking-water is not generally advisable, unless efficient filters are provided. If chatty filters are used, the sand should not be changed often, and when changed, should be thoroughly washed and then boiled before being put into the filter. Do 97.

109. In times of epidemic disease, the drinking-water should be boiled before issue to the prisoners, but the boiling must be thorough to be of any use, and an issue of fuel at the rate of one pound per head per diem will be necessary. Do 98.

110. (1) Prisoners in lock-ups shall ordinarily wear their own clothing, provided it is good and clean. M. 99. My. 10 (a) as amended by by G. O. No. 16031-2—J. 981, dated 26th March 1895.

(2) If any prisoner is without a sufficient supply of clothing, the officer in charge of the lock-up may provide him with the same according to sanctioned scales.

(3) Every convicted prisoner shall be supplied with a blanket and a matting. My 28

(4) All under-trial prisoners shall be allowed their own clothes and use their own bedding. ~~if they wish to do so.~~ Do 11.

(5) Blankets, mats and other prison clothing shall not be purchased in the bazaar, but shall be obtained from the manufacturing jails on indents ~~in the prescribed form~~ in Form No. 10 passed by the Inspector-General of Prisons.

111. (1) Prisoners shall be required to wash their own clothing as often as is necessary for purposes of cleanliness, but the clothing of sick prisoners shall be washed by some other prisoners. Madras rule 100. Mysore 13.

(2) In times of epidemic disease, the clothing of newly admitted prisoners should be boiled before they are admitted to the lock-up.

CHAPTER XIII.

CONSERVANCY.

112. The Jail area shall be kept perfectly clean, free from jungle, weeds, rubbish and filth. Madras rule 101 existing.

113. No cess-pools, sewage-drains or sinks shall be permitted. Madras rule 102 existing

114. (1) In lock-ups ~~wherein~~ sufficient latrine accommodation exists both for males and females the dry-earth system of conservancy shall be enforced. In other lock-ups, female prisoners only shall use the latrine and the male prisoners shall have recourse to the Jewish Spade System. Madras 103. Mysore 54 modified.

(2) The dry-earth provided shall be finely powdered, but sand shall not be used.

115. In every sleeping ward, two night vessels shall be provided, the one half-filled with dry-earth for excreta, and the other half filled with water for urine. A third receptacle containing dry-earth shall be provided, and every prisoner using the night vessel provided for defecation shall use this dry-earth in the prescribed manner. Madras 104. Mysore 54 in part.

116. The night vessels shall not be used by day, but shall be removed from the wards. Their use by night shall be, as far as possible, discouraged. Madras 105 existing.

117. All the menial duties of the lock-up shall be performed by convicted prisoners when they can, with propriety, be so employed without prejudice to caste. When a toty is attached to a lock-up, the guard officer shall see that he keeps both latrine and night vessels clean. The prisoners shall be required to collect dry-earth and to pound and sift it for use. Madras rule 106 existing.

118. Night-soil and urine, if not removed by the Municipal scavenging establishments shall be disposed of by being buried in shallow trenches, not exceeding one foot in depth and one foot in breadth, and shall be covered over by at least six inches of earth. Care shall be taken that such trenches are at a distance from the water supply. Madras rule 107.

119. All labouring prisoners shall he required to bathe daily at such time and under such rules as the officer in charge of lock-up may direct. Madras rule 108 modified existing.

120. All wards of lock-ups, latrines, cook-houses, hospital sheds, and other attached buildings, shall be white washed once in every half-year, and oftener, if from sickness or other cause it becomes necessary. Madras rule 109 existing.

CHAPTER XIV.

TRANSFERS.

121. Every prisoner shall be examined by the Medical Officer before being transferred, and the Medical Officer shall certify in writing whether the prisoner is fit or unfit for the journey. Madras rule 110. Mysore 20.

122. If the Medical Officer certify that the prisoner is unfit for the journey, the prisoner shall be detained in the lock-up until he is reported by the Medical Officer to be in a fit state to travel. Mysore 111 existing.

123. If the Medical Officer certify that the prisoner is unfit to perform the journey on foot, but is fit to travel, if a cart is provided, the officer in charge of the lock-up shall either provide a cart or other conveyance or shall detain the prisoner in the lock-up until he is fit to walk. Madras rule 112.

124. If any prisoner who is transferred is ill or has been ill in the lock-up, a copy of all entries relating to him in the Medical Officer's diary shall be sent with him. Do 113

125. No prisoner who is ill shall be transferred except for the benefit of his health. Do 114

126. No prisoner shall be despatched from any lock-up without an adequate supply of clothing. Weak or infirm prisoners shall, in cold or wet weather, be supplied with a cumbly, to be brought back to the lock-up by police escort. Do 115

127. No prisoner shall be required to march by road more than 15 miles in 24 hours. Madras rule 116 existing. Mysore rule...

128. Prisoners shall not ordinarily be transferred from lock-ups to District or Central Jail when cholera is present in either Jail, or along a route on which cholera Madras rule 117 existing.

is prevalent. When these circumstances occur, it is generally preferable that the prisoners should remain in the lock-up until the jails are healthy or the route clear.

129. Every *en-route* prisoner shall receive two meals per diem, comprising the articles laid down in rule 96. When an *en-route* prisoner is halted for the night at a place where there is no lock-up, the police escort shall provide him with the necessary meals. For this purpose, batta for the journey at the rate of two annas per diem per prisoner shall be given to the police escort before the prisoner leaves the lock-up from which he is originally despatched. Madras rule 118 existing.

130. When an *en-route* prisoner is halted for the night at a place where there is a lock-up, he shall be confined in the lock-up, and the officer in charge of the lock-up shall then be responsible that the prisoner receives the prescribed rations, the cost of which shall be debited to the lock-up. In cases of doubt, inquiry shall be made of the police escort by the Officer in charge of the lock-up regarding the food which the prisoner has already received. Madras rule 119.

131. No prisoner's batta shall be given to police escorts for any day or part of a day which an *en-route* prisoner should spend at a lock-up under the last preceding rule. No prisoner's batta shall be paid by police escorts to lock-up officers for food supplied at the lock-up. Any unexpended batta shall be refunded by by police escorts to the officer from whom they received it. Do 120

132. *En-route* prisoners shall, whenever possible, be despatched so as to reach the next halting place by 5 P.M. Do 121

133. Prisoners shall ordinarily be transferred by rail, when rail is available. Existing practice.

138. When prisoners, on their way from one station to another are taken ill, they should be sent to the nearest hospital for treatment, either by cart or otherwise, as the circumstances of each case may require. Mysore rule 21

CHAPTER XV

CALCULATION OF SENTENCES AND RELEASES.

139. In calculating the date of expiry of a sentence of imprisonment imposed by a criminal court, the day upon which the sentence was passed and the day of release shall both be included and considered as days of imprisonment. Madras rule 122. *Vide* para 1, Illustrations 1 and 2 of the set of rules published by Govt. in their Order No. 12994-95—J. 1601, dated 15th May 1899.

Illustration.—A prisoner sentenced on the 1st January to one month's imprisonment should be released on the 31st January and not on the 1st February, and a prisoner sentenced on the 2nd of January to one month's imprisonment should be released on the 1st February.

140. When a prisoner is sentenced to two or more sentences the date of release shall be calculated as though the sum of the terms was awarded in one sentence.

Should the date on which a convict is entitled to release fall on a Sunday, he shall be liberated on the preceding day (Saturday).

141. All prisoners shall be released at the lock-up, and in no case shall prisoners be taken for release to the officer's residence.

142. Ordinarily prisoners shall be released as soon as possible after the midday meal.

143. The officer in charge of the lock-up shall, as far as possible, personally release prisoners, after carefully examining their warrants.

144. Every prisoner who is released from a lock-up at a distance of over 10 miles from his village shall, if he is without funds, be given road batta at the rate of one anna for every 10 miles of the journey he has to make. The officer in charge of the lock-up shall, as far as possible, personally disburse this money to the prisoner on his release.

145. If a prisoner escapes and is recaptured, he may be received back into the lock-up on his original warrant. The day of escape and of recapture shall be counted as days of imprisonment.

CHAPTER XVI.

Drawing of money and classification of Expenditure.

146. Money required to meet expenditure in lock-ups other than on account of establishment, shall be drawn by the officers in charge of the lock-ups from the treasury on Abstract Contingent Bills in Financial form No..... Money required to meet expenditure on account of establishment shall be drawn on ordinary salary bills in Financial Form No.....

147. For the purpose of classifying expenditure under various sub-heads and detailed-heads, the following instructions have been laid down:—

Classification of expenditure.

Sub-head	Detailed head	Items to be classified under the sub and detailed heads
Dietary charges.	...	Cost of provisions and fuel of all prisoners, convicted or remanded, who are confined in the lock-up (except civil lunatics) and ordinary recurring expenditure on such items as, earthen pots and plates, leaves for plates, jars for pickle, sacks for grain, sifters, grain baskets, tinning cooking utensils, repairing grind stones or any culinary utensils, or receptacles for provisions, diet of children in lock-up with their mothers, diet of prisoners in camps, carriage of provisions to the lock-up; also the cost of metal pots and plates and wooden platters, and paddy mills —if these articles are not likely to last for three years, but if they are, the cost should be included under "Extraordinary charges".
Hospital charges.	(A) Sick diets and extras.	Cost of the diet of sick, or of any special diet issued on medical recommendation.
	(B) Medicines and hospital equipment.	Cost of medicines, whether purchased locally or supplied by medical Store Department, and cost of such articles as hospital pillows, bedding and clothing, splints, hospital bed pans and urinals (if not coming under the definition of extraordinary expenditure), expenses for repairing such articles, cloth for bandages, soap for hospital use etc.
Clothing and bedding prisoners.	...	Cost of any clothing and of bedding supplied to prisoners.
Sanitation charges.	...	All municipal charges for special conservancy work done, expenditure for brooms, tar or pitch, privy and dry earth baskets; ropes for toties or jute for making the same; hoes for conservancy, soap for washing prisoners' clothes; shell lime for white-washing (if not treated as a Public Works Department charge); earthen pots and

Sub-head	Detailed head	Items to be classified under the sub and detailed heads
		vessels for conservancy; repairing conservancy utensils, carts etc.; disinfectants, sulphur for fumigation, and other conservancy items not coming under the definition of "Extraordinary charges". Such charges as ropes for drawing water glasses for examination of water; and expenses in connection with water analysis (if any); repairs of pumps, pipes reservoirs or tanks water receptacles carts or other appliances for distributing water and renewal of parts; Coal or firewood for boiling drinking water; cost of Cholera camps and other measures taken in emergencies to preserve health. Cholera camp charges will include cost of temporary shelter, bamboos, string, mats, straw for bedding, carriage of water, materials for sick prisoners, the cost of extra guards and other charges strictly due to camping out the prisoners.
Charges for moving prisoners.	Transfer charges and road subsistance for convicts.	This detailed head should include railway fares and cost of carriage of convicts transferred and subsistence and other expenses for dieting convicts in transit; railway fares and carriage when necessary of released convicts; subsistence allowance or gratuities given to convicts on release for subsistence on the journey home, clothes for released convicts; and transfer charges for lunatics sent to the asylum.
Miscellaneous services and supplies.	(A) Lighting ...	This detailed head should include such items as kerosine or other lamp oil, wicks, renewal of lamp glasses, lamps etc.
	(B) Disciplinary charges.	This detailed head should include such items as materials for repairing neck-rings, ankle rings, wrist rings or fetters; iron for rivets; neck tickets, canes for flogging; nut for marking clothes, etc.;

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Sub-head	Detailed head	Items to be classified under the sub and detailed heads
		combs for females; shaving or haircutting charges, if any; repairing locks and keys. "Extraordinary charges" should be excluded.
	(C) Uniform and equipment of wardars.	This detailed head should include such items as uniform, shoes, great coats for warders ammunition (when paid for); repairs to arms, accountrements or uniform; oil for arms. "Extraordinary charges" should be excluded.
	(D) Rewards for re-capture and service.	This detailed head should include such items as rewards for re-capturing prisoners; and rewards for meritorious services.
	(E) Other miscellaneous services and supplies.	This detailed head should include such items as oil for unction for females, aged and infirm, cooly hire, carriage and freight, packing, camphor, "rough on rats," packing charges, paint and paint brushes, linseed oil, saws, enamel, solder, burial charges, purdahs for windows, mats for closing windows or for prisoners to sit upon bamboos, for making these, chalk, glue.
Travelling allowances.	...	This sub-head should clude travelling allowances both Gazetted and non Gazetted Officers.
Contingencies.	(A) Rent rates and taxes.	Water rates and lighting and conservancy taxes may be included under this head if no service is rendered, and the payments are simply made as taxation, the water-supply, etc., being otherwise arranged for.
	(B) Postage and telegram charges.	This detailed head should include the cost of postage stamps, postage on unpaid covers and the cost of telegrams.
	(C) Office expenses.	To include country stationery, if any, book-binding, dusters, matches, oil for punkha-wheels, cost of hanging and removing punkhas, punkha rope, repairing and polishing furniture and similar charges.
	(D) Office furniture.	To include cost of almirahs, racks, shelves, tables, desks, chairs, stools,

Sub-head	Detailed head	Items to be classified under the sub and detailed heads
		mats, floor-matting, carpets, pardhas, iron safes, punkhas, and punkha-fringes, clocks, gongs, letter scales and weights, water goglets and glasses for officers and the like. This is an exception to the rule that "Extraordinary expenditure" is to be shown separately.
Extraordinary charges for tools and plant etc.	...	All supplies, such as iron pots stone-grainding mills, iron beds, brass seals etc., which are likely to last for years and upwards.
Charges for Police custody.	...	To exhibit charges for dieting prisoners in Police Lock-ups, or in custody in Magistrates Camps and all charges for conveyance of under trial prisoners.

148. A Contingent Register in Financial Form No. shall be maintained, and all money drawn from the treasury on account of the lock-up shall be posted in this register on the date of drawing. Madras rule 135 Existing.

149. (1) There shall be a General Cash Book maintained in form No.....in which shall be entered every receipt and disbursement of money on the date on which it occurs. Existing practice.

(2) The receipts and disbursements so entered shall be balanced daily and initialled by the officer in charge of the lock-up in token of its correctness.

150. On the first of each month, the officer in charge of the lock-up shall send to the Inspector-General through the District Magistrate a Detailed Contingent Bill in Financial Form No.....including therein all expenditure drawn during the preceding month as registered in the Contingent Register, together with the necessary vouchers. Madras rule 136.

151. The cost of maintenance of civil lunatics detained in the lock-up shall be excluded from the accounts of the lock-up and shall be recovered from the court under those warrant the civil lunatic is detained. Madras rule 137.

152. ~~Under rule *supra*,~~ The cost of provisions and fuel of all convicts and remanded or under-trial prisoners confined in the lock-ups is debitable to "Dietary charges", while the cost of conveying convicts, who have been in the lock-ups, is debitable to "Charges for moving prisoners." But the cost of conveying "Police" or "under-trial prisoners" should be debited to the sub-head "Charges for Police Custody." ~~(As the debit of items to "Charges for Police Custody," is not free from difficulty, the following detailed instructions are added~~:— Madras rule 138.

(1) All diet and conveyance charges of persons arrested by the police, with or without warrant, should be debited to "Charges for Police Custody" until the arrested persons are admitted into a jail or lock-up whether as convicts or under-trial prisoners, on the warrant of a court. Thus the following items will be debitable to "Charges for Police Custody":—

(*a*) The cost of conveying a prisoner after arrest to a police lock-up;

(*b*) The cost of feeding an arrested prisoner in a police lock-up;

N. B.—The fact that the police lock-up is a cell in a Lock-up building makes no difference.

(*c*) The cost of conveying an arrested prisoner from the police lock-up to a magistrate's court;

(*d*) The cost of conveying the prisoner, whether remanded or convicted, from the magistrate's court to a jail or lock-up; and

(e) The cost of feeding such prisoner, while in transit from the court to a jail or lock-up.

(2) As soon as a prisoner has once been admitted into a jail or lock-up, if he is admitted as a convict, charges both for his diet and conveyance must thence forward be debitted to the detailed heads "Dietary charges" and "Transfer charges."

Thus:—

(a) if a prisoner convicted and sentenced to more than one month's imprisonment is conveyed direct from the court to a Central or District Jail, without entering a lock-up *en-ronte*, the cost of diet and conveyance will be debited to "Charges for Police custody," but

(b) if he is admitted into a Lock-up *en-ronte* to the Central or District Jail, those charges will thence forward be debited to "Dietary charges" and "transfer charges" under jails.

(3) The same rule applies to under-trial prisoners (including remands) so far as the charges for their diet are concerned; but, in the case of this class of prisoners, the cost of conveyance will always be debited to "charges for Police custody," whether the prisoner is admitted into a jail or lock-up or not—Thus:—

(a) The cost of feeding an under-trial prisoner in a lock-up will be charged to "Dietary charges;"

(b) The cost of conveying an under-trial prisoner from the Jail or Lock-up to the Court will be charged to "charges for police custody."

CHAPTER XVII.

REGISTERS.

153. The following registers and books shall be maintained in all lock-ups. Madras. rule 130 Existing.

(1) Inspector Register or (Visitors' Book).
(2) Lock-up Order book.
(3) The Medical Officer's Diary.
(4) Punishment Book of Subordinate officers.
(5) Prisoners' Punishment Book.
(6) Convict Register.
(7) Register of Under-trial prisoners.
(8) Labour Register.
(9) Lock-up Register.
(10) Stock Book of Government Stores.
(11) "From" Register.
(12) "To" Register.
(13) Peon book.
(14) Tappal book.
(15) Cash Book.
(16) Contingent Register.
(17) Detailed contingent bill book.
(18) Ration Indent Register.
(19) Abstract Sheet of Daily Ration Indent.
(20) Acqiuttance Roll.
(21) Prisoners' clothing Register.
(22) Pahara Register.

CHAPTER XVIII.

RETURNS AND REPORTS.

154. (1) The officer in charge of lock-up shall forward to the District Magistrate on the first day after the close of each month in form No.....a statement showing the Receipts under Revenue items together with the Detailed Contingent bills of the Lock-up. Existing practice.

(2) The District Magistrates will check and tabulate these statements and submit to the Inspector-General consolidated statements before the 15th of the month succeeding that to which they relate. Do

155. (1) Every officer in charge of a lock-up shall similarly submit to the District Magistrate, who will consolidate and forward to the Inspector-General, Quarterly Statistical Returns in Forms Nos.....to..... Madras rule 141 modified.

(2) These Quarterly Returns shall be compiled from the Admission, Lock-up and Labour Registers and the notes appended to them indicate the manner in which they are to be prepared. The following special instructions are here added:— Madras rule 142.

(a) Civil lunatics detained in the Lock-up, if any, shall be excluded; and

(b) The previous occupations of convicts in statement No. II should be classified in accordance with the list of occupations printed in Appendix .....page.....The word "cooly" should not be used as description of prisoner's occupation.

156. The District Magistrates shall obtain from the officers in charge of lock-ups and send to the Inspector-General of duly consolidated, such other quarterly, half-yearly and annual returns and reports as will be prescribed by Government or by the Inspector-General within such time and in such manner as may be required. This rule is intended to make it obligatory on the District Magistrates to submit to the Inspector-General of Prisons quarterly, half-yearly and Annual Returns, etc., now being sent by them.

CHAPTER XIX.

PRESERVATION AND DESTRUCTION OF RECORDS.

157. For the purpose of preservation and destruction, the records of the lock-ups are divided into two main groups and classed as under:— Approved and Sanctioned by Government in their Order No. 41—E. A. G., dated 4th August 1916.

(a) Those to be preserved permanently

(b) Those to be preserved for three years.

158. Under group (a), are classed the following, which shall be preserved permanently :—

(1) Admission Register of convicts;
(2) Inspection Register or Visitors' Book;
(3) "From" and "To" Registers;
(4) Acqittance Roll;
(5) Cash Book;
(6) Contingent Register;
(7) Register of Under-trial prisoners;
(8) Prisoners' Punishment Book;
(9) Medical Officer's Diary;
(10) Abstract Contingent and Detailed Contingent Bill Books;
(11) Account Book of His Majestys' Service Stamps;
(12) Punishment Book of Subordinate Officers;
(13) Lock-up Order Book;
(14) Annual Returns of fixed establishment with connected correspondence;
(15) Printed Annual Reports of Jails and Lock-ups with Government Reviews thereon;
(16) Correspondence relating to :—
(a) Surrender of prisoners outside the State;
(b) Purchase of books, furniture and other articles;
(c) The improvements, repairs, and alterations to the Lock-up buildings;
(d) The appointment and service of officials;
(e) The grant of leave of any kind other than casual leave;
(f) The admission of prisoners, their release, their transfer, their employment in and out door, their escapes and re-captures;
(g) All standing orders and circulars of Government, those issued by the Inspector-General and the District Magistrates and orders of permanent nature, recorded by the officer in charge of the lock-up; and
(h) Any other records and registers, which at the discretion of the officer in charge of the lock-up may be directed to be preserved permanently

159. Under group (b), come the following, and they shall be preserved for three years and then destroyed :—

(1) Peon Book;
(2) Tappal Book;
(3) Register showing the employment of prisoners;
(4) Indents for Stationery and forms with connected correspondence;
(5) Orders of appellate courts altering or confirming sentences passed on prisoners and intimations from courts of recovery of fines inflicted on them;
(6) Annual Returns and Reports of the Lock-ups with covering letters or dockets;

(7) Statement of European pensioners and non-employees with covering letters;
(8) Indents for uniforms and other articles;
(9) Budget Estimates with covering letters and correspondence relating thereto;
(10) Inventory of books, etc.;
(11) Gradation lists of officials with covering letters;
(12) Statements of surrenders with covering letters;
(13) Demand, collection and balance statements;
(14) Stationery Issue and Receipt Registers;
(15) Travelling allowance bill Book;
(16) Quarterly statements of fresh men entertained as officials and of promotions given to them, of officials retired and of officials dismissed from service and Quarterly Statistical Returns with connected correspondence;
(17) All drafts of reminders;
(18) Ration sheets and Indent Books;
(19) Prisoners' clothing issue Register;
(20) Papers relating to the grant of casual leave to officials;
(21) Papers of a routine nature, which are not required for any reference;

160. Any other papers and registers which are not mentioned in these rules and insignificant in character shall be destroyed at the discretion of the officer in charge of the lock-up, a list thereof being retained in office.

161. Records shall be so arranged as to make it easy and convenient at the proper date to select those which are to be destroyed, and, if possible, each group shall be kept separate from the other.

162. It is the duty of the ministerial head of the lock-up to make up a list of all such records that may be destroyed under the rules and get them destroyed when necessary, the permission of the officer being taken thereto in writing. He shall preserve the list of records so destroyed.

163. In the case of registers and books, the period prescribed for their retention shall be held to run from the date of last entry therein.

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LIST OF FORMS.

No.	Name of Register or Form
1	Inspection Register of the Lock-up.
2	Lock-up Order Book.
3	Prisoners' Punishment Book.
4	Lock-up Admission Register.
5	Release Register.
6	Register of undertrial prisoners.
7	Lock-up Register.
8	Labour Register.
9	Stock Book of Government Stores.
10	Indent for Prisoners' clothing.
11	Pahara Register showing number of Prisoners, etc., on every change of guard.
12	Rations indent form.
13	Medical Officers' Diary.
14	General summary of classes of Prisoners, quarterly.
15	Statement I number and disposal of convicts, ~~quarterly~~.
16	" II Religion, age, occupation and education of convicts, ~~quarterly~~.
17	" III number of convicts admitted during and no pending at the end of quarter, ~~quarterly~~.
18	" IV classification of convicts according to number of convictions, ~~quarterly~~.
19	" V Offences committed and punishments inflicted ~~quarterly~~.
20	" VI number and disposal of Prisoners other than convicts, ~~quarterly~~.
21	" VII Employment of convicts, ~~quarterly~~.

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APPENDIX I

Forms.

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(Lock-up) Italics

LOCK-UP FORM No. 1.

Inspection Register of the.....*Taluk.*

Number of wards or cells in the lock-up. 36

Number of prisoners the lock-up can contain (at superficial and 500 cubic feet of space per prisoner).

Date of inspection	Number of prisoners actually in confinement				Whether the female prisoners are duly separated from males	Whether the convicted prisoners are duly separated from the unconvicted prisoners	Whether the convicted prisoners are at labour or not
	Convicts		Under-trials and remands				
	M.	F.	M.	F.			

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LOCK-UP FORM No. 1—*concld.*

Inspection Register of the Taluk.

Number of wards or cells in the lock-up.

Number of prisoners the lock-up can contain (at 36 superficial and 500 cubic feet of space per prisoner).

Health and appearance of prisoners and the number sick	Whether the lock-up has been regularly visited by Medical Officer	Whether all the convicted prisoners are regularly vaccinated	Whether clothing and bedding is duly supplied to prisoners	Whether the rations are duly issued according to scales and are of good quality	Whether the buildings and premises are clean and the buildings in good repair	Whether the guard is duly posted and on the alert	Remarks with name and designation of Inspecting Officer

NOTE.—The remarks or explanation of the lock-up officer and the orders of the District Magistrate should be entered in red ink below the Inspecting Officer's or Visitor's remarks.

LOCK-UP FORM No. 2.

Order Book of the Lock-up at.....

Serial number	Date	Orders of the officer in charge	Initials of the head of the guarding establishment

LOCK-UP FORM No. 3.

Prisoners' Punishment Book of the..... ...*Lock-up at*.....

Serial number	Register number	Name	Class (whether habitual or not)	Offence	Date of offence	Names of witnesses in case of serious offence	Number of previous offences and date of last offence	Punishment awarded	Date of award	Medical Officer's certificate of fitness or unfitness	Date of inspection	Initials of The Officer in charge of the Lock-up
1	2	3	4	5	6	7	8	9	10	11	12	13

LOCK-UP FORM No. 4.

Admission Register of convicts in the lock-up of.....

	Serial number
	Name and father's name
	Date of admission
	Caste and previous occupation
	Residence
	State of education (*a*) able to read and write; (*b*) able to read only; (*c*) illiterate
	Age on admission
	Marks or appearance
	Whether previously convicted or not
	Number of case and offence

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LOCK-UP FORM No. 4—*concld.*

	Name of court
	Number of warrant
	Term and nature of sentence
	List of prisoner's property with value
	Date of return of property
	How the prisoner disposed of *i.e.* whether released on expiry of term on appeal, on boil or died or escaped or released on payment of fine or transferred
	Date of disposal of prisoner
	Signature of the officer in charge with date
	Remarks

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LOCK-UP FORM No. 45.

Italics

Register showing when each prisoner is to be released.

Convict number	Number of case	Number of warrant with date	Name	Date of release	Remarks
1	2	3	4	5	6

LOCK-UP FORM No. 6.

Register of under-trial prisoners and prisoners committed to Sessions.

Serial No.	Date of admission	Name of the court	Number of the case	Name of complainant	Name of the accused with father's name	Age	Caste and previous occupation	Residence	Marks or appearance	Whether committed to sessions and date	List of property if any with value	Date of return of property	How the prisoner was disposed of *i.e.*, whether sentenced, released on bail or acquitted or transferred	Date of disposal	Signature of the officer in charge	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

LOCK-UP FORM No. 7.

Lock-up register of the.....lock-up
for the month of.....191 .

Males

Date	Remaining from yesterday	Admitted			Released	Transferred	Despatched en-route	Died	Escaped	Remaining	Composition of remaining population						Initials of the officer in charge
											Under trial and remand		Convicted				
		Direct	By re-capture	En-route							Ward No. Males	Ward No. Females	Ward No. Males		Ward No. Females	Lunatics	
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
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24																	
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26																	
27																	
28																	
29																	
30																	
31																	

NOTE.—Civil lunatics should be excluded from the column headed "Lunatics."

LOCK-UP FORM No. 8.

Labour register of the.....lock-up for the month of.....191 .

(For convicts only).

Date	Number not sentenced to labour	Total number sentenced to labour	Number sick or newly vaccinated	Balance actually at work	Work on which employed						Out-turn of work if measureable	Value of out-turn
					Gardening	Cooking	Wood-cutting	Cleaning	Stone-breaking	Coir-beating		
1	2	3	4	5	6	7	8	9	10	11	12	13
1												Rs. a. p.
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
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31												

~~Form No. 9~~

LOCK-UP FORM No. 9.

Stock Book of Government Stores in the.....lock-up.

Name of article

Date	Balance on hand	Received	Total	Disposed of by sale, etc., or written off	Balance remaining	Cost	Remarks
1	2	3	4	5	6	7	8

NOTE.—A separate page should be devoted to each article, such as mats, scales, chairs, tables, etc., and fresh entries should be made whenever fresh supplies are received.

LOCK-UP FORM No. 10.

Indent for prisoners' clothing and bedding (or other articles) required for the.....lock-up
(To be submitted in duplicate).

Stalies

Daily average populatian of the Lock-up during the preceeding year	Names of articles required	Date of last supply	Number of each article then supplied	Number of serviceable articles remaining on hand	Number of articles now indented for	Remarks
1	2	3	4	5	6	7

Officer in charge.

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LOCK-UP FORM No. 11.

Pahara Register or Register showing the number of prisoners and other particulars in the.....lock-up on every change of guard.

Station

Date	Names and numbers of prisoners in the Lock-up	Name of warder or constable		Hours of duty				Correctness of the number of prisoners how satisfied	Signature of warder or constable		Remarks
		Relieving	Relieved	Relieved		Relieving			Relieved	Relieving	
				From	To	From	To				
1	2	3	4	5	6	7	8	9	10	11	12

Lockup Form No 12,

~~Form No. 19]~~

(ORIGINAL) AND (COUNTERFOIL).

No.....

.....(Lock-up office). To.....191 . To be supplied on.....the.....191.....

Class of prisoners	Number of prisoners	Rice		Ragi		Towarey or ballar dhal		Meat		Tyre or curds		Gingelly oil		Ghee		Tamarind		Salt		Curry powder		Onions		Garlic		Vegetables		Firewood		Remarks
		lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	lbs.	oz.	
Under rigorous imprisonment ...																														
Simple and under-trial prisoners ...																														
Police prisoners																														
Juveniles																														
Total ...																														

Total number of prisoners on roll yesterday..... Number of prisoners released to-day.....

Balance..... Number added to-day..... Total.....

Rations as noted in the above list were supplied in my presence.....

Dated the.....191.....

Lockup Officer.

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LOCK-UP FORM No. 13.

Medical Officer's Dairy.....lock-up.

Month and date	Observations and directions of the Medical Officer	Remarks of the officer in charge of the lock-up
1	2	3

LOK-UP FORM No. 14.

GENERAL SUMMARY

.....*lock-up.*

Showing the distribution of the Prisoners of all Classes confined in the Lock-up at.....during the quarterending the.....

1	2			3			4			5			6			7						
Classes of prisoners	Remained at the end of last quarter			Received during the quarter			Total of columns 2 and 3			Discharged from all causes			Remaining at the end of the quarter			Quarterly aggregate number of each Class			Sickness and mortality				Remarks
																			Quarterly aggegate of sick		Number of deaths		
	M.	F.	Total	M.	F.	Total	M.	F.	Total	M.	F.	Total	M.	F.	Total	M.	F.	Total	M.	F.	M.	F.	
Convicts																							
Under-trials																							
Civil (if any)																							
Total ...																							

NOTES.—(i) The term 'convict' in this and the following statements includes prisoners imprisoned in default of security under section 123, C. C. P. and such lunatic prisoners as are ordered to be so classed in note (iii) *infra*.

(ii) The term 'under-trial' includes remanded prisoners, prisoners awaiting trial before a Sessions Court, and such lunatic prisoners as are ordered to be so classed in note (iii) *infra*.

(iii) Lunatics dealt with under the Criminal Procedure Code should be included under 'under-trials' if confined under section 466, and under 'convicts' if confined under section 471. Convicts who become insane while in jail should continue to be included under 'convicts.' Recovered lunatics will be included under 'convicts' if originally sent to an asylum under section 471 of the Code of Criminal Procedure. Civil lunatics should be altogether excluded from the return.

(iv) 'Quarterly aggregate' means the total number of prisoners at lockup each day added together at the end of the quarter.

(v) The particulars of columns 2 to 6 ought to embody the details shown in Statements Nos. I and VI.

(vi) The cause of death must be separately noted in the remarks column in the terms of official nomenclature of diseases.

(vii) The total number of prisoners for whom there is accommodation in the lock-up is as follows:—Males————Females————Total————

STATEMENT No. I.—JUDICIAL—(FOR CONVICTS ONLY).

Showing the Number and Disposal of convicts in the lock-up at .....During the quarter ending.....19 .

Convicts	Males: Europeans and prisoners so classed	Males: Natives	Males: Total	Females: Europeans and prisoners so classed	Females: Natives	Females: Total	Grand Total	Remarks
Remaining at the end of last quarter ...								
RECEIVED DURING THE YEAR.								
Received by direct committal... ...								
CONVICTS.								
Received by recapture. (a) who escaped during the current year								
Received by recapture. (b) who escaped in during some previous year ...								
Received by re-committal after being released on bail. (a) During the current year*								* Here state quarter in which escapes or releases on bail occurred.
Received by re-committal after being released on bail. (b) In some previous year ...								
Received en-route								
Do by transfer								
Total ...								
Transferred to other Jails. † to undergo sentence ...								† Here state name of the jail to which transferred.
Transferred to other Jails. Under the provisions of the Prisoners Testimony Regulation								
Released. on appeal								
Released. on bail								
Released. on expiry of sentence ...								
Released. ‡ By order of Government. On account of sickness								‡ *vide* G. O., No. dated.
Released. ‡ By order of Government. On other grounds ...								
Trasferred to Lunatic Asylum ...								
Escaped								
Died								
Left en-route								
Total disposed of ..								
Remaining at the end of the quarter ...								

NOTES.—(i) It should be particularly noted that prisoners whose admission is shown in this statement against the sub heads "Received by recapture (*a*) having escaped during the current year" and "Received by recommittal (*a*) having been released on bail during the current year," should be excluded from Statements II and III.

(ii) A prisoner who, having been in the under-trial ward, is convicted and committed to the lock-up should be entered as a direct committal.

(iii) If a prisoner once gets clear off, even although re-apprehended within an hour or so, the occurrence must be considered an escape and recapture, and must be so accounted for in the returns.

(iv) Convicts released on payment of fine should be included under the head "Released on expiry of sentence."

(v) Convicts entering a lock-up either in order to remain there while giving evidence under the Prisoners' Testimony Regulation or on return from giving evidence under that Regulation should be accounted for under the heading "Received by transfer."

STATEMENT No. II.—JUDICIAL—(FOR CONVICTS ONLY.)

Showing the Religon, Age Previous Occupation and State of Education of Convicts admitted into the lock-up at.

.....During the quarter ending.....191 .

A Religion		Males	Females	Total	Remarks
Christians	Europeans				
	Eurasians				
	Indians				
Muhammadans	... ...				
Hindus and Sikhs	... ...				
Buddhists and Jains	... ...				
All other Classes	... ...				
	Total ...				
B. AGE.	Under 16 years				
	16 to 40				
	40 to 60				
	Above 60				
	Total ...				
C. PREVIOUS OCCUPATION	*Males.*		*Females.*		
	A. Persons employed under Government or municipal or other local authorities		Married. ...		
	B. Professional persons		Unmarried ...		
	C. Persons in service or performing personal offices.		Widows ...		
	D. Persons engaged in agriculture and with animals.		Prostitutes ...		
	E. Persons engaged in commerce and trade				
	F. Persons employed in mechanical arts, manufactures and engineering operations, etc.				
	G. Miscellaneous persons not classed otherwise.				
	Total ...		Total ...		

D. STATE OF EDUCATION.

ABLE TO READ AND WRITE		ABLE TO READ ONLY		ILLITERATE		TOTAL	
Males	Females	Males	Females	Males	Females	Males	Females

NOTES.—(i) The totals shown under "Religion," "Age" "Previous occupation" and "State of education" should correspond with the total of the entriet shown in Statement No. I under the heads "(1) Received by direct committal" (2) "Received by re-capture," sub-head (*b*), and (3) "Received by recommittal after being released on bail," sub-head (*b*). The entries under sub-head (*a*) of the last two heads should be excluded from this statement.

(ii) The figures shown under 'Religion' should include religions but not 'castes' or 'races.'

(iii) 'Age' means the age on date of admission.

(iv) The aggregate of the totals of Males and Females shown under "Previous occupation" and "State of education" must agree with the totals shown under "Religion," and "Age."

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STATEMENT No. III (JUDICIAL)—(FOR CONVICTS ONLY).

Showing the convicts admitted into the Lock-up at.....during the quarter ending.....191 . and those remaining at the end of the quarter according to nature and length of sentence.

Nature of imprisonment of those admitted	Not exceeding seven days		Exceeding seven days and not exceeding one month		Exceeding one month		Total			Remarks
	M.	F.	M.	F.	M.	F.	M.	F.	Total	
A. Prisoners sentenced to simple imprisonment.										
B. Prisoners sentenced to rigorous imprisonment.										
C. Prisoners sentenced to rigorous imprisonment with solitary confinement.										
D. Prisoners sentenced to regorous imprisonment with whipping.										
Total ...										
Remaining at the end of the quarter ...										

NOTES.—(i) The fact that fine is part of the sentence will not affect the classification in this statement.

(ii) The total admissions shown in this statement should correspond with the total of the entries in Statement No. I under the heads "Received by direct committal," "Received by recapture" sub-head (*b*), and "Received by recommittal after being released on bail" sub-head (*b*). The entries under sub-head (*a*) of the last two heads should be excluded from classes A, B, C, and D, and from the "Total admissions" in this statement.

(iii) The number remaining at the end of the quarter should correspond with the number remaining at the end of the quarter shown in Statement No. I. This statement should consequently include all classes of convicts.

STATEMENT No. IV—(JUDICIAL)—(FOR CONVICTS ONLY.)

Showing the convicts admitted into Lock-up at.....during the quarter ending.....191 . classified according to the number of convictions.

	Classes of Convictions	Classification of convictions						Remarks
		Adults		Juvenilles		Total		
		M.	F.	Boys	Girls	M.	F.	
A. Not previously convicted.	First convictions only ...							
B. Previously convicted.	Second do ...							
	Third do ...							
	More than three convictions.							
	Total ...							

NOTE.—The total shown in this statement should correspond with the total of the entries shown in Statement No. I, under the heads "Received by direct committal," "Received by recapture" sub-head (*b*), and "Received by recommittal after 'being released on bail' sub-head (*b*). The entries under the sub-head (*a*) of the last two heads should be excluded from the Statement.

APPENDIX A

Forms.

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Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. 465-77—E. A. G. 188, dated 12th Sept. 1917.

Lock-up Manual.

Issues a revised ——.

W D A617—GPB—22-9-17—250

No. 465-77—E. A. G. 188, DATED 12TH SEPTEMBER 1917.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

READ—

Government Order No. 24—E. A. G., dated 15th June 1917, issuing a revised Jail Manual for Mysore.

Order No. 465-77—E. A. G. 188, dated 12th September 1917.

The Lock-up Rules contained in the Jail Manual of 1894 have been omitted in the recent edition of that Manual issued with Government Order No. 24—E. A. G., dated 15th June 1917, as it was proposed to publish them as a separate compilation. The rules have now been revised in consultation with the Inspector-General of Prisons and are issued in the form of a Lock-up Manual which is hereto appended.

C. S. BALASUNDARAM IYER,
Secy. to Govt., Gen. Dept.

To—The Inspector-General of Prisons.
The Inspector-General of Police
The Registrar, Chief Court.
All District Magistrates.

Exd.—C. R.